

**APPLICATION FOR  
ADVANCED STANDING/RECOGNITION OF  
PRIOR LEARNING (RPL) FORM**

**Date:** ...../...../.....

**Current Student:** Yes / No

**Title: (Mr. / Ms.):** ..... **Surname:** ..... **Name:** .....

**Address:** .....

**Name of Course:** .....

**Start Date:** ..... / ..... / .....

**Finish Date:** ..... / ..... / .....

Student seeking for Advanced Standing/Recognition of Prior Learning (RPL) must supply evidence of the study and knowledge you have when you apply. To support your claim, please attach the relevant documents which may include one or more of the following:

- I. All certified copies of previous education and training with English translation.
- II. During the lodgment of Application, students are required to show their original documents.
- III. Certified copies of references from current and past employers.
- IV. Certified copies of reports and document.
- V. Testimonials from persons holding relevant qualifications in the area being assessed.
- VI. Photographs of completed work certified by a referee or accompanied by a statutory declaration.
- VII. If self-employed in the past, evidence of running a business using the skills and knowledge being claimed.
- VIII. Any other supporting documents.
- IX. Complete the supplementary form with Module code and Module Name.

I HAVE READ THE INFORMATION ON THIS FORM AND CERTIFY THAT THE INFORMATION SUPPLIED BY ME IS CORRECT. I ALSO CERTIFY THAT I HAVE READ THE **STUDENT HANDBOOK** AND THAT I AGREE TO BE BOUND BY THE TERMS AND CONDITIONS STATED.

**Student Signature:** .....

**Date:** ..... / ..... / .....

***Please fill up the ADVANCED STANDING/RPL additional form with unit code and name you are seeking RPL with your supporting documents.***

<b>OFFICE USE ONLY</b>	
Date form received:	Application Approved/ Not Approved:
Number of Approved Modules: [    ]	Approved by:
Signature:	Date: